WEEKLY THEME BAR PRODUCTION RECORD

The weekly theme bar production record form must be used for salad bar, deli bar, fixin bar and any other self-serve menu items offered (i.e. lettuce, carrot sticks, etc.).

1)   School – Enter the name of the school.

2)   Week Beginning Date – Enter the date of the first day of the week for which you are completing the production record.

3)   Item – Enter the name and description of each food item offered on the theme bar, i.e. turkey ham, roast beef, turkey, Swiss cheese sliced, breads, oranges, macaroni salad, three bean salad, sliced cucumbers, shredded lettuce, lowfat ranch dressing, etc.

Include descriptive terms, if applicable (i.e. low fat, low salt, etc.).

4)   Unit – Enter the unit of measure and weight for each item offered. Example:

Item		*Container Size/Unit*
Shredded Lettuce	–	*5 gallon bowl = 2 lbs.*
Orange	–	*88 ct. each*
Pineapple Chunks	–	*2 qt. Crock = 1 lb.*
Turkey Ham Cubes	–	*1 oz. portion in individual containers*
Sliced Roast Beef	-	*1 oz. slices*

5)   Date – Enter the date.

6)   Amount Placed Out – Based on the container size/unit, determine the amount of each ingredient placed on the theme bar. Include the amount placed on the theme bar at the beginning of the meal service plus any additions to the theme bar during the meal service. *(Example: lettuce - 5 bowls; turkey ham - 30 containers.)*

7)   L/O (Amount Leftover) – Based on the container size/unit, determine the amount of each ingredient left over on the theme bar at the end of the meal service. *(Example: lettuce—½ bowl; turkey ham—2 containers.)*

8)   Used (Amount Used) – Subtract the Amount Left Over (column 7) from the Amount Placed Out (column 7) on the theme bar for each ingredient to determine the Amount Used. *(Example: lettuce—4½ bowls; turkey ham—28 containers.)*